

Minimum Qualification Specifications
for the Classes:

MENTAL HEALTH CARE COORDINATOR III AND IV
(MENTAL HEALTH CARE COORD III AND IV)

Basic Education Requirements

Graduation from an accredited four (4) year college or university with a bachelor's degree in social work, psychology, occupational therapy, recreational therapy, physical therapy, speech pathology, rehabilitation, counseling, education or a related behavioral science, health or therapeutic field; or graduation with a baccalaureate degree from an accredited school of nursing.

Excess work experience as described under the General or Specialized Experience, below, or any other responsible administrative, professional or analytical work experience that provided knowledge, skills and abilities comparable to those acquired in four (4) years of successful study while completing a college or university curriculum leading to a baccalaureate degree in any of the majors specified above, may be substituted on a year-for-year basis. To be acceptable, the experience must have been of such scope, level and quality as to assure the possession of comparable knowledge, skills and abilities.

The required education must also demonstrate the ability to write clear and comprehensive reports and other documents, read and interpret complex written material, and solve complex problems logically and systematically.

Experience Requirements

Applicants must have had work experience of the kind and quality described below, and in the amounts shown in the following table, or any equivalent combination of training and experience.

Class Title	General Exp (Yrs)	Specialized Exp (Yrs)	Total Exp (Yrs)
Mental Health Care Coord III	1	0	1
Mental Health Care Coord IV	1	1	2

General Experience: Professional post-baccalaureate human service work experience in any of the majors described in the Basic Education Requirements section. Such experience must have included the responsibility and demonstrated ability to formulate and implement plans to meet the needs of agency clients including professional evaluation, implementation and periodic review of the plan for necessary changes.

Specialized Experience:

- A. Professional post-baccalaureate work experience in: (1) working with children and/or adolescents; or (2) treating mental health needs of individuals. To be qualifying, the experience in (1) or (2) must have been comparable to that of the fully competent, independent worker in State service who performs the full range of professional work in any of the majors described in the Basic Education Requirements section. The experience must also have included formal responsibility for and demonstrated ability to formulate and implement an individual treatment plan for the provision of mental health services, including professional evaluation; implementation of treatment modalities; and periodic review of the plan of care for necessary changes; or
- B. Professional work experience as a Mental Health (MH) Care Coordinator III with responsibility for coordinating and monitoring mental health treatment services for children and/or adolescents. Such experience must also have included the responsibility for and demonstrated ability to formulate and implement an individual treatment plan for the provision of mental health services, including professional evaluation; implementation of treatment modalities; and periodic review of the plan of care for necessary changes.

Substitutions Allowed

- 1. A master's degree from an accredited college or university in one of the majors listed under the Basic Education Requirements section may be substituted for all of the required General Experience.
- 2. A Ph.D. degree from an accredited college or university in one of the majors listed under the Basic Education Requirements section may be substituted for all of the required General Experience and six (6) months of the required Specialized Experience.

Quality of Experience

Possession of the required number of years of experience will not in itself be accepted as proof of qualification for a position. The applicant's overall experience must have been of such scope and level of responsibility as to conclusively demonstrate that he/she has the ability to perform the duties of the position for which he/she is being considered.

Selective Certification

Specialized knowledge, skills and abilities may be required to perform the duties of some positions. For such positions, Selective Certification Requirements may be established and certification may be restricted to eligibles who possess the pertinent experience and/or training required to perform the duties of the position.

Agencies requesting selective certification must show the connection between the kind of training and/or experience on which they wish to base selective certification and the duties of the position to be filled.

Tests

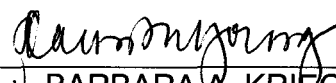
Applicants may be required to qualify on an appropriate examination.

Physical and Medical Requirements

Applicants must be able to perform the essential functions of the position effectively and safely, with or without reasonable accommodation.

This is an amendment to the minimum qualification specification for the classes MENTAL HEALTH CARE COORDINATOR III AND IV (MENTAL HEALTH CARE COORD III AND IV) which was approved on March 15, 2006.

DATE APPROVED: 6/8/12



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